

## POSITION TITLE:

Camp Leader, March Break & Summer (Seasonal)

## DEPARTMENT:

Recreation Department.

## TITLE OF IMMEDIATE SUPERVISOR:

Reports to Recreation & Facilities Program Coordinator.

## STATUS/HOURS OF WORK:

This position is non-union, part-time. Scheduled hours will vary based on the needs of the camp and will primarily occur Monday to Fridays from 7:00 a.m. to 6:00 p.m. during the March Break or Summer Camp schedules with working hours varying from 30 – 40 each week. The March Break Camp requires staff employment for the full five-day camp, and the Summer Camp requires employment for the 9-week program. Staff will be required to work within the Villages of Embro or Thamesford. Mandatory pre-camp training will occur during the weeks prior to the start of each camp program.

## PURPOSE OF POSITION:

To engage, supervise and instruct participants in fun, safe and educational camp activities. Take primary responsibility for the health and well-being of all campers. To build leadership skills and be involved in the day-to-day duties of a Camp Leader.

## RESPONSIBILITIES:

This part time position will:

- Take primary responsibility for the health, well-being, safety and happiness of the campers.
- Guide campers in participating successfully in all aspects of camp activities.
- Supervise, assist and actively participate in all aspects of the camper's day.
- Provide opportunities for the group so that each individual camper experiences success while at camp.
- Recognize and respond to opportunities for group problem solving.
- Ensure camper safety throughout the day, including sign in and sign out by conducting attendance, head counts, and choosing safe environments for activities.
- Plan and facilitate camp activities for all campers including games, crafts, activities, quiet time, free play, skating, outdoor play, etc.
- Participate in all camp activities including skating & outdoor play.
- Set a good example to those around you, respecting campers, peers and staff.

## QUALIFICATION REQUIREMENTS:

- Must be 16 years of age or older.
- Standard First Aid CPR (to be completed prior to your first shift).
- Vulnerable Sector Criminal Check (to be completed prior to your first shift).
- High Five's Principles of Healthy Child Development Certificate (to be completed prior to your first shift).
- Experience in child care, day camps, organized youth activities.
- Able to demonstrate excellent interpersonal skills, problem solving skills, customer service skills and communication skills.
- Must have good organizational skills and is punctual and dependable.
- Self-starter and able to work with minimal supervision.
- The ability to follow safety procedures set by Municipality.

## WORKING RELATIONSHIPS:

**Internal:** Work with Recreation & Facilities Program Coordinator and other Camp Leaders.

**External:** Work with parents, campers, clients and general public.

## UNIFORM REQUIREMENTS:

T-shirts will be provided and must be worn during all shifts.

## APPLICATION PROCEDURE:

Please submit your resume to:

Pauline Todd  
Recreation and Facilities Program Coordinator  
Township of Zorra  
274620 27<sup>th</sup> Line, PO Box 306  
Ingersoll, ON, N5C 3K5  
ptodd@zorra.ca

Application deadlines:

- March Break Camp employment: Friday, February 17, 2023 at 5:00 p.m.
- Summer Camp employment: Friday, April 28, 2023 at 5:00 p.m.

Only successful candidates will be contacted for an interview.

The Township of Zorra is committed to providing accommodation for persons with disabilities. Accessibility accommodations are available for all stages of the recruitment process. If contacted for an employment opportunity, please advise the Township if you require accommodation.

If you require this document to be in an accessible format, please contact the Director of Corporate Services at [clerk@zorra.ca](mailto:clerk@zorra.ca) or 519-485-2490 ext. 7228.